

Important Things after Arrival

and E-Class use and etc. will be restricted.

- Those who have brought health insurance from home can submit the copy of insurance plan to the OIA
- Students who wish to purchase an insurance plan can consult with the insurance agent during the following date:

Feb. 26th (Thur.) 14:00-18:00 at Global Education Lounge(Yulgok #153)

◆ Alien Registration Card Registration

- Students can apply individually by visiting Suwon immigration office, or visiting on-campus immigration service on **March 13th**, however; on-campus service will be restricted to receive up to 200 applications only in order of arrival. First come, first served.
- Students who plan to travel in early April should apply individually to receive an Alien Registration Card before April (processing time: 3-4 weeks)
- Students can make an on-line reservation for Alien Registration application at www.hikorea.go.kr (should make a member I.D. first and click reservation)
- On-Campus Immigration Service: **March 13th(Thur.) 10:00 ~ 17:00 at Room 151(Visual Conference Room) of Yulgok Hall (application forms are accepted by 16:00 only for 200 students in order of arrival)**
 - ※ Any change in service date and hours will be re-announced.
- **Things to bring:** Passport, 1 color photo(3.5*4.5, white background taken within 6 months), Completed Application form, Certificate of Enrollment(issued at Ajou Service Center, cost: 500 won), Health and Medical Clearance Form(required for the above 16 countries nationals only)(Fee: KRW 30,000)

When students are not able to come to the above date, students have to visit the immigration office on their own after making an on-line reservation. Without reservation, waiting time at the immigration office normally takes about 3-4 hours due to heavy traffic at the immigration office specially in the beginning of semester, and students are highly encourage to come on-campus immigration service or on-line reservation visiting. (Please see attached On-Line Reservation Information)

◆ Bank account opening

Bank 1) Standard Chartered Bank (스탠다드 차터드은행)

- 1st Floor of Student Union Building (On-Campus)
- A.R. card / Passport / Student ID card

Bank 2) KB Bank(국민은행)

- **in front of the University's Main Gate**
- Passport / Student ID card

◆ Important NOTICE Check for international Students

- Ajou Website (English) : www.ajou.ac.kr/en > Notice board
- Useful information such as free trips, events on campus, Job Opportunities and others will be noticed on the website on a regular basis.

◆ Required documents to be submitted to OIA

- Copy of Insurance contract - **by March 5th (Thursday)**
 - ※ This is applied to the students who brought an insurance document from their home countries.

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◆ Health and Medical Clearance Form

- All exchange students have been requested to submit the health and medical clearance form with their online applications as part of the required documents. Please note that according to Korean government regulation, students from certain designated countries will need to get re-tested for tuberculosis at the district public health center in Korea upon arrival.

The designated 16 countries are: China, Sri Lanka, Russia, Uzbekistan, Thailand, Vietnam, India, Nepal, Indonesia, Pakistan, Mongolia, Bangladesh, the Philippines, Myanmar, Cambodia, and Malaysia

- For all international on-campus residents: health and medical clearance record is required to live on campus.
- For the designated 16 countries nationals: health and medical clearance form is also required when applying for alien registration card, and the record should come from the local district public health center in Korea upon arrival.
- All international on-campus residents who did not bring/have not submitted health and medical clearance form from their home countries but not from the above mentioned countries can receive physical check-up(for tuberculosis free) at the Ajou University Hospital(result will be sent directly to the housing office)

- 1) Physical Check Up at Ajou University Hospital
 - Where : 4th Floor of the University Well-Being Health Center
(No. 43 on Campus Map, Tel:219-5605/5606/4357)
 - When : **13:30~16:00 on February 26st to March 5th**
 - Things to bring: Ajou Student ID card & Name Badge
 - Cost : 11,000 won
- 2) Physical Check Up at Suwon Yeongtong Health Center
 - Where : 961-18 Yeongtong-Dong Suwon (031-228-8715)
 - When : 09:00~17:30 before March 9th (takes 2 days to receive the result)
 - Things to bring: Certificate of Admission(표준입학허가서), Passport, one 3*4 Photo
 - Cost : 2,000 won
 - Note: service is provided only for the above 16 countries nationals for alien registration purpose

◆ Course Changing Period

Undergraduate	Mar. 5(Thur.) ~ Mar. 6(Fri)
Exchange Student(Under)	Mar. 2(Mon) ~ Mar. 3(Tue)
GSIS	Mar. 5(Thur.) ~ Mar. 6(Fri)
Graduate school	Mar. 5(Thur.) ~ Mar. 9(Mon)

◆ Student ID Card

Undergraduate	Apply individually via AIMS2(Ajou Portal System)
Exchange students	Included in your name tag
GSIS students	Pick up at the GSIS office(Yulgok #155)
Graduate students	Apply individually via AIMS2(Ajou Portal System)

◆ Health Insurance

- ALL Ajou International Students are mandatorily required to purchase health insurance. IF YOU ARE NOT INSURED, issuance of the documents such as Certificate of Enrollment, Transcript and